

ENGINEER'S REPORT

Prepared for the

CITY OF SAN DIEGO

**Little Italy
Maintenance Assessment District**

Annual Update for Fiscal Year 2004

under the provisions of the

**San Diego Maintenance Assessment District Ordinance
of the San Diego Municipal Code**

and

**Landscape and Lighting Act of 1972
of the California Streets and Highways Code**

Prepared by

**BOYLE ENGINEERING CORPORATION
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June 2003

CITY OF SAN DIEGO

Mayor

Dick Murphy

City Council Members

Scott Peters
District 1

Brian Maienschein
District 5

Michael Zucchet
District 2

Donna Frye
District 6

Toni Atkins
District 3

Jim Madaffer
District 7

Charles Lewis
District 4

Ralph Inzunza, Jr.
District 8

City Manager

Michael T. Uberuaga

City Attorney

Casey Gwinn

City Clerk

Charles G. Abdelnour

City Engineer

Frank Belock

Assessment Engineer

Boyle Engineering Corporation

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Engineer's Report

Little Italy

Maintenance Assessment District

Preamble

Pursuant to the provisions of the "San Diego Maintenance Assessment District Ordinance" (being Division 2, Article 5, Chapter VI beginning at Section 65.0201 of the San Diego Municipal Code), provisions of the "Landscape and Lighting Act of 1972" (being Part 2 of Division 15 of the California Streets and Highways Code), applicable provisions of "Proposition 218" (being Article XIID of the California Constitution), and provisions of the "Proposition 218 Omnibus Implementation Act" (being California Senate Bill 919) (the aforementioned provisions are hereinafter referred to collectively as "Assessment Law"), in connection with the proceedings for the LITTLE ITALY MAINTENANCE ASSESSMENT DISTRICT (hereinafter referred to as "District"), BOYLE ENGINEERING CORPORATION, as Assessment Engineer to the City of San Diego for these proceedings, submits herewith this report for the District as required by California Streets and Highways Code Section 22565.

FINAL APPROVAL, BY RESOLUTION NO. _____ ,
ADOPTED BY THE CITY COUNCIL OF THE CITY OF SAN
DIEGO, COUNTY OF SAN DIEGO, CALIFORNIA, ON THE
_____ DAY OF _____, 2003.

Charles G. Abdelnour, CITY CLERK
CITY OF SAN DIEGO
STATE OF CALIFORNIA

Executive Summary

Project: Little Italy
 Maintenance Assessment District

Apportionment Method: Lot Square Footage (LSF)
 Linear Frontage Foot (LFF)
 Land Use Trips (Trips)

	FY 2003		FY 2004 ⁽¹⁾		Maximum ⁽²⁾ Authorized	
Total Parcels Assessed:	422		680		--	
Total Estimated Assessment:	\$280,007		\$299,094		--	
Total Number of Units:	Zone 1	Zone 2	Zone 1	Zone 2	Zone 1	Zone 2
<i>LSF</i>	769,586	2,619,182	731,885	2,651,734	--	--
<i>LFF</i>	10,991	35,747	10,414	35,446	--	--
<i>Trips</i>	17,710	29,188	19,245	32,634	--	--
Unit Assessment Rate:						
<i>\$/LSF</i>	\$0.0432	\$0.0273	\$0.0454	\$0.0286	\$0.0454	\$0.0286
<i>\$/LFF</i>	\$3.1144	\$1.8272	\$3.2701	\$1.9186	\$3.2701	\$1.9186
<i>\$/Trips</i>	\$1.5717	\$1.6402	\$1.6503	\$1.7222	\$1.6503	\$1.7222

⁽¹⁾ FY 2004 is the City's Fiscal Year 2004, which begins July 1, 2003 and ends June 30, 2004. Total Parcels Assessed, Total Estimated Assessment, and Total Number of LSF, LFF and Trips may vary from fiscal prior year values due to parcel changes.

⁽²⁾ Maximum Authorized amount subject to cost indexing provisions set forth in this Engineers Report.

District History: The District was formed in August 2000. By a ballot proceeding, majority property owners (69 % of the weighted vote) approved annual and maximum authorized assessments, and provisions for annual cost indexing.

Annual Cost Indexing: An increase of assessments, under authority of annual cost indexing provisions, is required for Fiscal Year 2004.

Bonds: No bonds will be issued in connection with this District

Background

The Little Italy Maintenance Assessment District (District) was originally formed as a zone of the Downtown Maintenance Assessment District (Downtown District). The Downtown District was re-engineered and approved by property owners in 1997 as a part of the City's Proposition 218 compliance efforts. The District was de-annexed from the Downtown District on August 8, 2000 by Resolution R-201568 of the City Council of the City of San Diego (City). The District was formed primarily to address the following community interests:

- ◆ Maintaining the public right-of-way through sidewalk sweeping, street sweeping, tree planting, watering, and trimming, graffiti cleanup and extensive landscaping.
- ◆ Dealing with homeless and vagrancy issues.
- ◆ Parking related issues.
- ◆ Public safety, providing security.
- ◆ Economic development and housing issues.

The District has been structured around this priority of improvements, maintenance, and security services.

District Proceedings for Fiscal Year 2004

This District is authorized and administered under the provisions of the "San Diego Maintenance Assessment District Procedural Ordinance of 1986" (being Division 2, Article 5, Chapter VI beginning at Section 65.0201 of the San Diego Municipal Code), provisions of the "Landscape and Lighting Act of 1972" (being Part 2 of Division 15 of the California Streets and Highways Code), applicable provisions of "Proposition 218" (being Article XIID of the California Constitution), and provisions of the "Proposition 218 Omnibus Implementation Act" (being California Senate Bill 919) (the aforementioned provisions are hereinafter referred to collectively as "Assessment Law").

The purpose of the proposed proceedings and this Engineer's Report is to update the District budget and assessments for Fiscal Year 2004. The Fiscal Year 2004 assessment rates proposed within this Engineer's Report represent a 5.0% increase over the previous year's rates. This increase is under the authority of annual cost indexing provisions

approved by property owners. Therefore, the vote requirements of Section 4 of Article XIID do not apply to these proceedings.

A public hearing will be scheduled where public testimony will be heard by the Council, and the Council may, at its discretion, adopt a resolution ordering the levying of the proposed assessments.

Bond Declaration

No bonds will be issued in connection with this District.

District Boundary

The Boundary Map & Assessment Diagram for the District is on file in the Maintenance Assessment Districts Section of the Park and Recreation Department of the City of San Diego and by reference is made a part of this report. The Boundary Map & Assessment Diagram is available for public inspection during normal business hours. Zone 1 and Zone 2 parcels are delineated on this map. The District boundary is depicted in Exhibit A.

Project Description

The District funds the following improvements/maintenance services:

Maintenance & Security

Maintenance crews employed by the District provide the following maintenance services:

<i>Maintenance</i>	<u>Zone 1</u>	<u>Zone 2</u>
◆ Sidewalk and gutter sweeping	3-4 days/week	2-3 days/week
◆ Tree & shrub planting/maintenance	1 time/week	1 time/week
◆ Tree watering	weekly for first 2 years establishment (both zones)	
◆ Tree trimming	as needed	as needed
◆ Weed removal/spraying	as needed	as needed
◆ Street trash receptacle emptying	2-3 times/week	1-2 times/week
◆ Street litter removal	as needed	as needed
◆ Street light plant maintenance	weekly	weekly
◆ Placement of street furniture	5-6 times/week	not applicable
◆ Banner installation	seasonally	seasonally

<i>Security</i>	<u>Zone 1</u>	<u>Zone 2</u>
♦ Graffiti paint out	as needed (within 24 hours)	as needed
♦ Homeless patrolling	daily	daily
♦ Reporting security & safety problems to governmental agencies	as needed	as needed

Contract Security

Security services will be provided by a contract service provider for evening or early morning hours when District maintenance crews are not working.

Street Lighting

The Downtown District currently funds “special benefit” street light energy and maintenance costs totaling approximately \$15,000 per year. These costs continue to be special benefit to the District and are included in the budget for the District.

The community anticipates receiving acorn style street lamps through various grants and other funding sources in future years. The energy and maintenance for these lights will be special benefit to the District. It is estimated that when anticipated lights are installed, the energy and maintenance costs will be approximately an additional \$9,000 per year. As lights are added, assessments will be reallocated from reserves to pay for the energy and maintenance costs to an amount not-to-exceed the maximum authorized rate (as increased or decreased for cost indexing).

Administration

Administration funds are to be allocated for service oversight, accounting and bookkeeping, office supplies, insurances and other similar costs.

Separation of General and Special Benefits

Consistent with City policy for the public at large, the City provides the District with annual contributions for landscape/tree maintenance

(from the Gas Tax Fund), street sweeping once a month, energy and maintenance for minimum standard street lighting, and security (through the police department) at a standard level throughout the City. These contributions and services, reviewed and adjusted annually by the City, are considered to be "general benefit" allocated to the District. All other maintenance, operation, capital improvement, and administrative costs, which exceed the City's contribution to the public at large, are "special benefits" funded by the District.

Cost Estimate

Estimated Costs

Estimated Fiscal Year 2004 annual expenses, revenues, reserves, and assessments (provided by the City) for the District are included as Exhibit B hereto.

The budget is generally allocated in the following manner:

◆ Maintenance & Security	64.0% of budget
◆ Contract Security	9.0% of budget
◆ Administration	15.0% of budget
◆ Street Lighting (future)	7.5% of budget
◆ Contingency	4.5% of budget

Annual Cost Indexing

At the time of ballot proceeding originally forming this district in 2000, the following provision for cost indexing was approved:

"The maximum authorized assessment established in these proceedings is authorized to be indexed (increased or decreased) annually by the factor published in the SDCPI-U or 5%, whichever is greater."

It has been determined that a 5.0% increase in assessments rates, as authorized by the cost indexing provisions, is required for Fiscal Year 2004.

In addition, a few properties have changed land use. Assessments for these properties have been adjusted to be consistent in methodology.

Method of Apportionment

Estimated Benefit of the Improvements & Services

The benefits of the improvements and services provided by the District are defined as follows:

Maintenance Beautification & Security: enhanced public safety and security; suppression of gang activity; reduction of vagrancy; property owner assistance with homeless; enhanced community image; community revitalization; business revitalization; beautification of public right-of-way.

Contract Security: enhanced public safety and security during early morning and evening hours.

Street Lighting: Enhanced pedestrian safety and security.

Apportionment Methodology

The total cost of improvements and services provided by the District are assessed to the various parcels within the District boundary in proportion to the estimated benefit received by each parcel relative to the total assessments for the district. Table 1 below defines the factors, the weight of total assessments given to each factor, and the rationale for each factor utilized in the method of apportionment or formulas applied to apportion the total assessments to each parcel in this District.

TABLE 1: Apportionment Factors Summary

Factor	Weight	Rationale
LOT SIZE Lot Square Footage (LSF)	30%	Measure of a parcel's proportionate ownership or stakeholder interest in the community.
LOT FRONTAGE Linear Frontage Foot (LFF)	30%	Measure of a parcel's proportionate share of the linear frontage of right-of-way enhancement/services.
LAND USE Trips by Land Use (Trips)	40%	Measure of a parcel's proportionate contribution to the intensity of use of the public right-of-way.

The total assessment for each parcel is the sum of the assessment calculated by application of each factor.

Lot Size Factor

The Lot Size Factor is a measure of a parcel's proportionate area of ownership or stakeholder interest relative to the total area of the District, which is receiving enhanced maintenance, beautification, and security service provided by the District. This factor has been weighted to provide a "target component" of thirty percent (30%) of the total assessment. Within the Zone 1, there are a total of 731,885 lot square feet (LSF). For Fiscal Year 2004, the rate of assessment applied to each lot square foot in Zone 1 is \$0.0454 (subject to cost indexing in future years). Within the Zone 2, there are a total of 2,651,734 lot square feet (LSF). For Fiscal Year 2004, the rate of assessment applied to each lot square foot in Zone 2 is \$0.0286 (subject to cost indexing in future years).

Front Footage Factor

The Front Footage Factor is a measure of a parcel's proportionate share of the linear front footage (LFF) of the total front footage length of public right-of-way for which the District is providing enhanced and increased maintenance, beautification, and security services. Apportionment of services (e.g., street sweeping, street trees, graffiti removal, street lighting, etc.) in proportion to front footage is a very common practice. The front footage for each parcel has been limited to the total front footage of a parcel along the street for which the address of the parcel has been assigned. This factor has been weighted to provide a "target component" of thirty percent (30%) of the total assessment. Within Zone 1, there are a total of 10,414 LFF. For Fiscal Year 2004, the rate of assessment applied to each frontage foot in Zone 1 is \$3.2701 (subject to cost indexing in future years). Within Zone 2, there are a total of 35,446 LFF. For Fiscal Year 2004, the rate of assessment applied to each frontage foot in Zone 2 is \$1.9186 (subject to cost indexing in future years).

Land Use Factor

The Land Use Factor is a measure of a parcel's proportionate contribution to the intensity of use of the public right-of-way. This intensity of use can be quantified by the number of trips a parcel generates to and from the public right-of-way. The standard and

accepted document for establishment of the number of trips generated by a parcel is the "Trip Generation Manual" as approved by the City of San Diego in September 1998. The manual bases trip generations on a rate of trips per residential dwelling unit, or per building square footages and/or lot acreage for the various classifications of non-residential land uses. The land use classification for each parcel within the District boundary has been identified. The number of daily trips generated by each parcel has been calculated based on the Trip Generation Manual.

This factor has been weighted to provide a "target component" of forty percent (40%) of the total assessment. However, due to variation of land use intensity, this target component is not achievable. The actual land-use factor was calculated such that the assessment on any parcel would not exceed that assessment which would result if the land uses were uniform and the total land use component would add up to the target component. For ease and reasonableness of calculation, land use trip generation rates have been grouped and averaged. Table 2 details the trip generation rates used for the calculation in this District.

TABLE 2: Land Use Factors

Land Use Description	Code	Land Use Factor
Single Family Residential	SFR	10.0 per dwelling unit
Multi-Family Residential	MFR	7.0 per dwelling unit
Commercial	COM	32.0 per 1000 sq ft (bldg)
Hotel	HTL	22.0 per 1000 sq ft (bldg)
Industrial	IND	12.0 per 1000 sq ft (bldg)
Institutional	INST	14.0 per 1000 sq ft (bldg)
Office	OFF	16.0 per 1000 sq ft (bldg)
Parking Lot	PKG	0
Vacant	VAC	0

A rate of assessment is then applied to each trip generated by a parcel to assess for each parcel's proportionate share of the total trips generated within the District. For parcels having multiple or mixed land use, a calculation has been performed for each distinct land use on each parcel. For Fiscal Year 2004, the rate of assessment (subject to cost indexing in future years) applied to each trip generated is \$1.6503 per trip in Zone 1, and \$1.7222 per trip in Zone 2.

Benefit Zones

Little Italy is a community with many mixed uses. Commercial, industrial, and residential properties are interspersed throughout the community. However, there are several corridors that makeup the principal commercial areas of the community. The level of services along these commercial corridors will be of greater intensity than in other areas of the community. Correspondingly, the assessments in Zone 1 and Zone 2 will be proportional to the intensity of maintenance services provided by the District. Separate budgets have been specified for each zone. The commercial corridors have been designated as Zone 1. All other areas are designated as Zone 2. The commercial corridors designated as Zone 1 are as follows:

- ◆ **Ash Street:** north side, between Front Street and Pacific Highway
- ◆ **Front Street:** between Date and Ash Streets
- ◆ **India Street:** between Ash and Hawthorne Streets
- ◆ **Pacific Highway:** east side, between Ash and Hawthorne Streets

Parcels fronting these streets have been designated as Zone 1 parcels. Parcels that have right-of-way (side lot lines) along the above listed streets, but do not front these streets, have been designated as Zone 2 parcels. All other parcels in the District not along the above listed streets have been designated as Zone 2 parcels.

Zone budgets have been based on the types and frequency of maintenance services provided to each zone as previously described. Additionally, the ratio of maintenance crew staffing levels differs between the two zones. Table 3 below summarizes the ratio of maintenance crew workers, the percentage of land area, and the percentage of total assessments for each zone.

TABLE 3: Benefit Zones Summary

Zone	Maintenance Staff	Percent of Land Area	Percent of Assessments
Zone 1	2.0 workers	23%	33%
Zone 2	3.5 workers	77%	66%

Sample Calculation

Residential Parcel: multi-family residential land use located in Zone 2; total lot area of 7,000 square feet; total lot front footage of 50 lineal feet; 4 dwelling units.

◆ 7,000 LSF x \$0.0286 per LSF =	\$200.20
◆ 50 LFF x \$1.9186 per LFF =	\$95.93
◆ 4 Units x 7 trips per unit x \$1.7222 per trip =	\$48.22
<i>Total Assessment =</i>	\$344.35

Non-Residential Parcel: commercial land use located in Zone 1; total lot area of 7,000 square feet; total lot front footage of 190 lineal feet; total commercial building area of 5,000 square feet.

◆ 7,000 LSF x \$0.0454 per LSF =	\$317.80
◆ 190 LFF x \$3.2701 per LFF =	\$621.32
◆ 5,000 SF x 32 trips per 1,000 SF x \$1.6503 per trip =	\$264.05
<i>Total Assessment =</i>	\$1,203.17

Summary Results

The District boundary is presented in Exhibit A.

An estimate of the costs of the improvements and services provided by the District is included as Exhibit B to this report.

The assessment methodology utilized is as described in the text of this report. Based on this methodology, the Fiscal Year 2004 District assessment for each parcel were calculated and are shown in the Assessment Roll (Exhibit C).

Each lot or parcel of land within the District has been identified by unique County Assessor's Parcel Number on the Assessment Roll and the Boundary Map and Assessment Diagram referenced herein. The net assessment for each parcel for Fiscal Year 2004 can be found on the Assessment Roll.

This report has been prepared and respectfully submitted by:

BOYLE ENGINEERING CORPORATION

Eugene F. Shank, PE C 52792

Alex Bucher, EIT CA 112628

I, _____, as CITY CLERK of the CITY OF SAN DIEGO, COUNTY OF SAN DIEGO, CALIFORNIA, do hereby certify that the Assessment as shown on the Assessment Roll, together with the Assessment Diagram, both of which are incorporated into this report, were filed in my office on the _____ day of _____, 2003.

Charles G. Abdelnour, CITY CLERK
CITY OF SAN DIEGO
STATE OF CALIFORNIA

I, _____, as CITY CLERK of the CITY OF SAN DIEGO, COUNTY OF SAN DIEGO, CALIFORNIA, do hereby certify that the foregoing Assessment, together with the assessment diagram incorporated into this report, was approved and confirmed by the CITY COUNCIL of said City on the _____ day of _____, 2003.

Charles G. Abdelnour, CITY CLERK
CITY OF SAN DIEGO
STATE OF CALIFORNIA

I, _____, as SUPERINTENDENT OF STREETS of the CITY OF SAN DIEGO, COUNTY OF SAN DIEGO, CALIFORNIA, do hereby certify that the foregoing Assessment, together with the assessment diagram was recorded in my office on the _____ day of _____, 2003.

SUPERINTENDENT OF STREETS
CITY OF SAN DIEGO
STATE OF CALIFORNIA

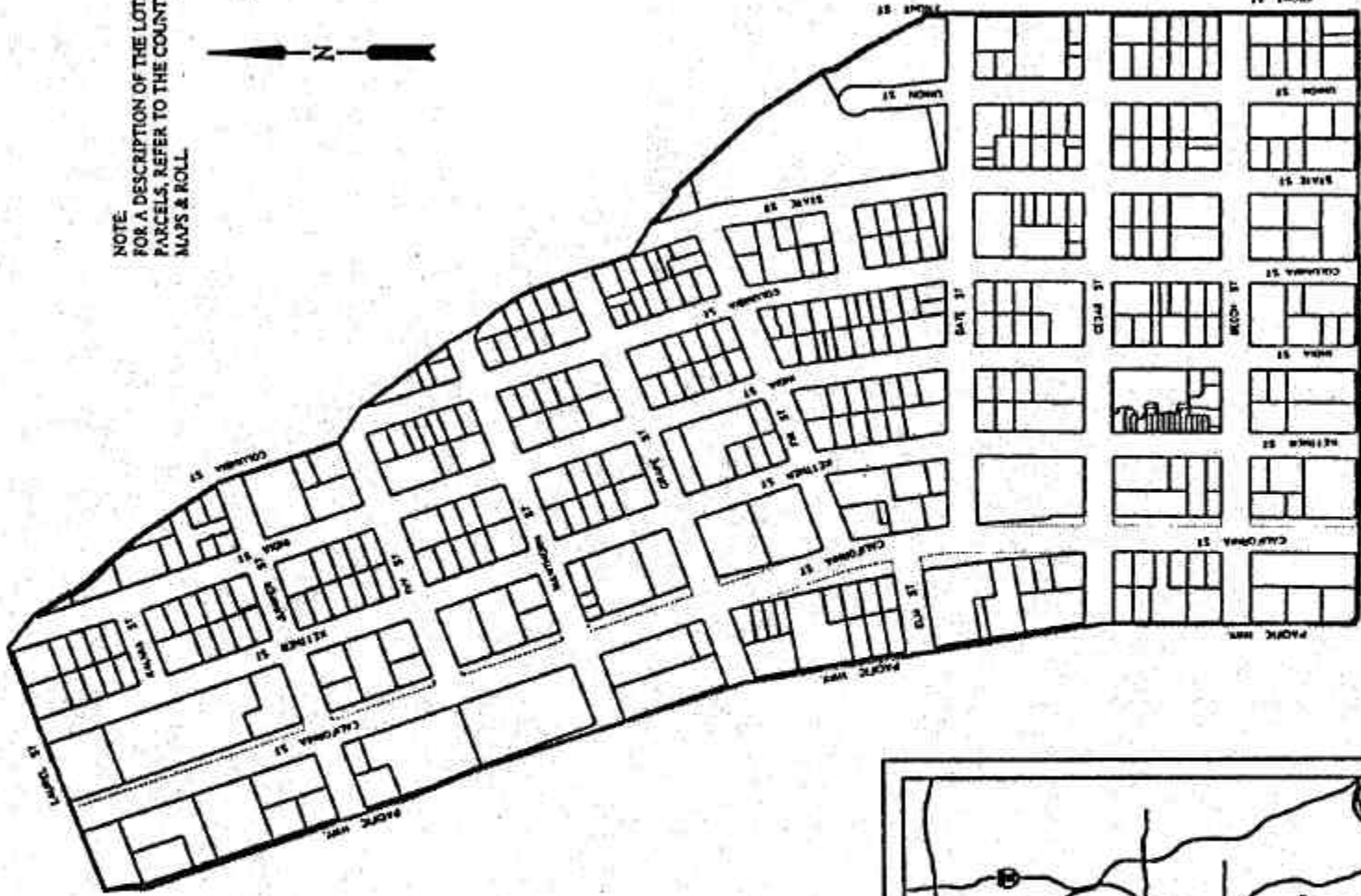
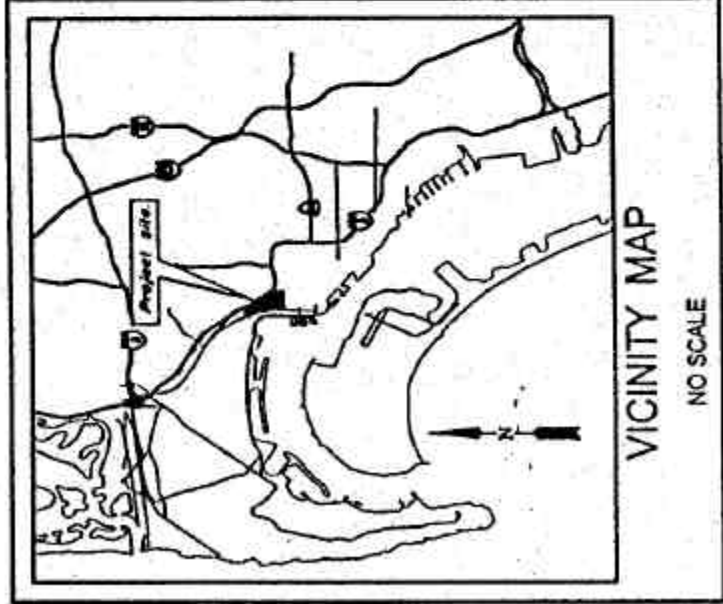
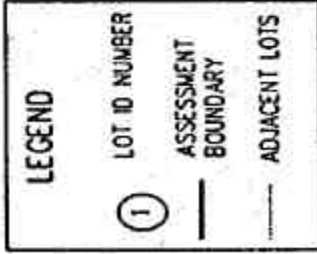
EXHIBIT A

FILED IN THE OFFICE OF THE CITY CLERK OF
THE CITY OF SAN DIEGO, STATE OF
CALIFORNIA, THIS ____ DAY OF ____
2000.

CHARLES G. ABDELNOUR, CITY CLERK
CITY OF SAN DIEGO
STATE OF CALIFORNIA

I HEREBY CERTIFY THAT THE WITHIN MAP
SHOWING PROPOSED BOUNDARIES OF
SUBDISTRICT NO 11 OF THE MID-CITY
LANDSCAPE & LIGHTING MAINTENANCE
DISTRICT, CITY OF SAN DIEGO, STATE OF
CALIFORNIA, WAS APPROVED BY THE CITY
COUNCIL AT A REGULAR MEETING THEREOF
HELD ON THE ____ DAY OF ____, 2000, BY
ITS RESOLUTION NO. ____.

CHARLES G. ABDELNOUR, CITY CLERK
CITY OF SAN DIEGO
STATE OF CALIFORNIA



AN ASSESSMENT WAS LEVIED BY THE CITY
COUNCIL OF THE CITY OF SAN DIEGO ON THE
LOTS PIECES AND PARCELS OF LAND SHOWN
ON THIS ASSESSMENT DIAGRAM SAID
ASSESSMENT WAS LEVIED ON THE
DAY OF ____, 2000. REFERENCE IS MADE
TO THE ASSESSMENT ROLL RECORDED IN THE
OFFICE OF THE SUPERINTENDENT OF STREETS
FOR THE EXACT AMOUNT OF EACH
ASSESSMENT LEVIED AGAINST EACH PARCEL
OF LAND SHOWN ON THIS ASSESSMENT
DIAGRAM

NOTE:
FOR A DESCRIPTION OF THE LOTS OR
PARCELS, REFER TO THE COUNTY ASSESSOR'S
MAPS & ROLL.

ASSESSMENT BOUNDARY

Sheet 1 of 4

CITY OF SAN DIEGO

LITTLE ITALY

MAINTENANCE ASSESSMENT DISTRICT

W.O. _____ DATE: _____

EXHIBIT B

Maintenance Assessment Districts

Fund: 70261
Council District: 2

Little Italy

Little Italy Maintenance Assessment District			
	FY 2002 ACTUAL	FY 2003 BUDGET	FY 2004 PROPOSED
Positions	0.00	0.00	0.00
Personnel Expense	\$ -	\$ -	\$ -
Non-Personnel Expense	267,484	411,829	452,222
TOTAL	\$ 267,484	\$ 411,829	\$ 452,222

The Little Italy Maintenance Assessment District (District) was established in Fiscal Year 2000. A non-profit organization, the Little Italy Association (Association), administers the district. The District is located in the Little Italy neighborhood situated in an area south of Laurel Street, west of Front Street, north of Ash Street and east of Pacific Highway (excluding the Burlington Northern and Santa Fe Railway rights-of-way). The purpose of the District is to fund streetscape, signage, banners, beautification, sidewalk and landscape maintenance, security-related services, street lighting, holiday decoration, maintenance of street furniture and administration. The District has been divided into two zones with Zone 1 receiving more services than Zone 2.

The Association provided the Fiscal Year 2004 Proposed Budget to the City.

LITTLE ITALY	FY 2003 ESTIMATE	FY 2004 PROPOSED	
BALANCE	\$ 124,684	\$ 145,990	
Revenue			
Assessments	\$ 280,007	\$ 299,094	
Interest	5,000	5,000	
Gas Tax Contributions	2,138 ⁽¹⁾	2,138 ⁽¹⁾	
TOTAL OPERATING REVENUE	\$ 287,145	\$ 306,232	
TOTAL REVENUE AND BALANCE	\$ 411,829	\$ 452,222	
Expense			
Personnel	\$ -	\$ -	
Contractual	200,003	200,003	
Incidental	31,836	31,836	
Utilities	34,000	34,000	
Contingency Reserve	-	186,383	
TOTAL EXPENSE	\$ 265,839	\$ 452,222	
BALANCE	\$ 145,990	\$ -	
Unit Assessment ⁽²⁾	\$/LSF	\$/LFF	\$/Trip
Zone 1	\$ 0.0454	\$ 3.2701	\$ 1.6503
Zone 2	\$ 0.0286	\$ 1.9186	\$ 1.7222

⁽¹⁾ In Fiscal Year 2003, the City contributed a general benefit of \$2,138 from Gas Tax for maintenance of 11,875 sq. ft. of landscaped medians at an average cost of \$0.18 per square foot. In Fiscal Year 2004, the City will contribute a general benefit of \$2,138 from Gas Tax for maintenance of 11,875 sq. ft. of landscaped medians at an average cost of \$0.18 per square foot.

⁽²⁾ The proposed assessment for Fiscal Year 2004 is based on a three-part assessment: Lot Square Footage (LSF), Linear Frontage Feet (LFF), and Land Use based trips (Trips). The District contains a total of 680 parcels comprising 3,383,619 LSF, 45,860 LFF, and 51,879 trips. The Fiscal Year 2004 unit assessments represent a 5.0% increase over the previous year's assessments.

EXHIBIT C

Due to the size of the Assessment Roll (Exhibit C), only limited copies are available. Please contact the City of San Diego, Park & Recreation Department, Open Space Division, Maintenance Assessment Districts Program at (619) 685-1350 to review the Assessment Roll.